



VILLAGE OF WATERFORD PUBLIC WORKS & UTILITIES COMMITTEE

Monday, June 17, 2019, 4:00 pm
Village Hall, 123 N. River St., Waterford WI

1. Call to Order
2. Roll Call
3. Comments and Correspondence
4. Public Appearances **Robert Klewer**
5. Reading and Approval of Min: **052019 PW&U**

New Business

1. Review request from Police Department to lift parking restrictions on Jefferson Street; Consider an appropriate motion for action.
2. Review Compliance Maintenance Annual Report for 2018. *Will be presented at meeting.*

Director's Report Adjournment

Public Notice

Questions regarding the nature of the agenda items or more detail on the agenda items listed above scheduled to be considered by the governmental body listed above can be directed to Zeke Jackson, Village Administrator at 920-421-4457 or at zjackson@waterfordwi.org. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, a good faith effort will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aid at no cost to the individual to participate in public meetings. Due to the difficulty in finding interpreters, requests should be made as far in advance as possible preferably a minimum of 48 hours. For additional information or to request this service, contact the Village Staff at 262-534-7912, or by writing to the Village Administrator at the Village Administration Building, 123 N. River St, Waterford WI, 53185 Copies of reports and other supporting documentation are available for review at the Village Administrator's Office, Administration Building, 123 N. River St, Waterford WI 53185 during operating hours. (8 a.m. – 5 p.m. weekdays).

Posted: 06/14/19; 1:30 p.m.

1 VILLAGE OF WATERFORD
2 Public Works & Utilities Committee Meeting Minutes - Unofficial
3 May 20th, 2019
4

5 Chair Baker called the meeting to order at 4:00 pm.

6 Present: Don Houston, Jordan Karweik, Pat Goldammer, Mike Baker, Fred Koeller
7

8 Also present: Jim Bergles, Colleen Schauer, Scott Gunderson, Matt Shepstone, Matt Allen, Rick Varga,
9 Kathie Varga
10

11 Motion by Karweik to approve the Public Works & Utilities Committee minutes from 4-15-2019.

12 Second by Koeller. Motion carried.
13

14 Events:

15 Motion by Houston to approve the Lion's Club 4th of July Parade. Second by Karweik. Motion carried.

16 Motion by Karweik to accept the Waterford Youth Football Fundraiser special event permit. Second by
17 Koeller. Motion carried.

18 Motion by Houston to approve Dizzy's Bar 4th of July event. Second by Goldammer. Motion carried.

19 Motion by Koeller to approve the Waterford Area Chamber Beer Garden. Second by Houson. Karweik
20 abstained. Motion carried.
21

22 Cherry Park: Motion by Karweik to begin the process of making Cherry Park on Village owned property
23 located on Washington St and Field Drive. Second by Houston. Motion carried.
24

25 Motion by Koeller to adjourn at 4:49pm. Second by Karweik. Motion carried.
26

27 Respectfully submitted by

28 Colleen Schauer, PIO



Village Of Waterford

123 North River Street
Waterford, WI 53185

Date	Invoice #
6/6/2019	29S

Due Date
7/6/2019

Bill To
Robert Klewer 200 S. 7th St Waterford, WI 53185

Item	Description	Amount
Animal Reclaim	Animal Reclaim - Boarding Fee	25.00
Animal Reclaim	Animal Reclaim - Impound Fee	50.00
Animal Reclaim	Animal Reclaim - After Hours Emergency Call	100.00
	Sales Tax	0.00

Please make checks payable to the Village of Waterford.

Current Charges	\$175.00
Total Amount Due	\$175.00

Village of Waterford Animal Control Form

ANIMAL RECEIVED Date: 6-5-19 Time: 7:00 pm

PERSON DELIVERY ANIMAL

Name: ROZANNE

Address: 217 E. Main

Home Phone: _____ Cell Phone: 262-210-3104

PERSON DELIVERY ANIMAL

Name: Bill Jeschke Agency: Police Report #: 19-5800

VILLAGE STAFF

Name: DAVE KOCH

LOCATION ANIMAL WAS FOUND

ANIMAL INFORMATION

Breed: JACK RUSSELL Color: Brown-White Hair: Long Short Size: Large Medium Small

Is Animal Aggressive: Yes No Sex: Male Female

Collar: Yes No License: Yes No License #: _____

Micro-Chip: Yes No If chip is found contact Avid 800-336-2843 ext. 4 Avid Contacted: Yes No

Micro-Chip Number: _____

DISCHARGE ANIMAL TO OWNER (or designee)

Date: 6-5-19 Time: 8:15 pm DOB: _____

Name: ROBERT K. KLEWER Phone: 1-262-812-1543

Address: 200 S. 7TH ST.

Owner must provide License and Rabies Vaccination Documentation within 10 days to avoid citations.

Number of days animal was held:

- Caretaker will have 10 days from discharge of the animal to complete the requirements and bring to the Village Hall, Monday-Friday between 8 am and 5 pm
- If 10 days have elapsed from date of discharge and owner has not completed the requirements, a citation will be issued to the owner. By signing below, owner acknowledges that they will be charged per the Village of Waterford's fee schedule. If payment is not received within 30 days from date of invoice, amount may be charged as a special charge on the property of the owner pursuant to Wis. Stats. 66.0627, or may be collected pursuant to any other method allowed by law.

Owner (or designee) signature: Signature on file

Village Staff Releasing animal:

DISCHARGE ANIMAL TO WHS

Date: _____ Time: _____

Village Staff releasing animal: _____

WHS staff receiving animal: _____

NOTES:

Village of Waterford

123 North River Street
Waterford, Wisconsin 53185

www.vi.waterford.wi.gov

(262) 534-3980

Fax -262-534-5373

ANIMAL INTAKE REGULATIONS

You are receiving this information because your dog was taken to our holding facility located at 801 Ela Ave. This letter is to provide you with information on what the Village of Waterford process is for handling stray dogs.

STEPS FOR DOG INTAKE

- Intake Form Completed by DPW Personnel
- If no current license is on the dog to determine ownership, the dog is scanned for a microchip. If microchip is found, Avid is contacted for owner information. If owner is identified, contact is attempted.
- If no owner is identified upon intake, WHS is contacted to arrange pick-up.

STEPS TO DISCHARGE TO OWNER

- DPW Personnel completes the Discharge to Owner Form.
- Caretaker will have 10 days from discharge of the animal to provide proof of licensure and rabies vaccination. Documentation must be brought to the Village Hall Monday – Friday between the hours of 8 a.m. – 5 p.m.
- If 10 days elapses from the date of discharge and documentation has not been provided, a citation will be issued to the owner.

COSTS TO OWNER

- An invoice will be sent from the Village of Waterford Treasurer with the following costs:
- \$25/day boarding fee
- \$50 impound fee
- \$35 rabies prepayment (will be refunded/cancelled if provided proof of vaccination within 10 days of reclaim)
- \$100 after hours emergency call for pick-ups or releases that occur between 4:00pm-7:00 am Monday-Friday and weekends and holidays *Call was at 7pm*
- Repeat intakes; \$50 for each occurrence in a rolling 12 month period
- If payment is not received within 30 days from date of invoice, amount may be charged as a special charge on the property of the owner pursuant to Wis. Stats. 66.0627, or may be collected pursuant to any other method allowed by law.
- Citations beginning at \$92.50 will be issued if you fail to provide proof of licensure and rabies vaccination within 10 days.

I didn't bill for this because I looked the owner up in our pet licensing software and saw we have proof that the dog is licensed for 2019 + the dog is up to date on its rabies shot. Danielle Brown



Colleen Schauer <cschauer@waterfordwi.org>

Re: FW: S Jefferson Street

1 message

Zeke Jackson <zjackson@waterfordwi.org>

Tue, May 21, 2019 at 3:10 PM

To: Bill Jeschke <wjeschke@waterfordpd.com>, Colleen Schauer <cschauer@waterfordwi.org>

Cc: Don Houston <dhouston@waterfordwi.org>

Colleen,

Please get this on the next DPW Committee Agenda.

Thanks!!!

On Mon, May 20, 2019 at 4:39 PM <wjeschke@waterfordpd.com> wrote:

Sir's,

FYI-

-----Original Message-----

From: "anelson@waterfordpd.com" <anelson@waterfordpd.com>

Sent: Sunday, May 19, 2019 10:22am

To: "Bill Jeschke" <wjeschke@waterfordpd.com>

Subject: S Jefferson Street

Sgt.Jeschke,

While handling complaint 19.004974, several citizens mentioned to me that they wish to see the one hour parking during school days 8a-4p restriction on S Jefferson Street lifted. These residents have stated that the limitation is inconvenient to them-an example I was given is a resident who comes home for a two hour break in the middle of the day is in violation of the posted signs if he parks in the street, which he prefers to do.

From what I have seen, we do not have any issues with High School students parking on Jefferson or Washington as they all tend to park to the west on Barnes Dr..

Please forward this request accordingly to the Village for consideration in the next DPW meeting.

Thanks,

Adam

--

At your service, I am,

Zeke Jackson, Village Administrator
Village of Waterford, [WI | 123 N. River St. | Waterford, Wisconsin 53185](#)
(920) 421-4457(cell) | (262) 534-3980(office) | zjackson@waterfordwi.org

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Open Meetings Disclaimer: The email above contains the thoughts, opinions, and commentary of the author alone. It is intended as a one-way transmission of a thought, idea, or information related to my role as a municipal official or issues within the municipality, but is not intended to serve as an invitation for reply, rebuttal, discussion, debate or responsive commentary. Please do not respond to this email, unless specifically requested to do so above, as it is the author's intention to utilize the informality and convenience of this electronic message while simultaneously avoiding any and all violations of the Wisconsin Open Meeting Law contained in Section 19.81 of the Wisconsin Statutes or elsewhere within Wisconsin law, as applicable to this municipality as described in 66 Op. Attorney General 237 (1977). Specifically, there is no intention on the part of the author to engage in or foster any governmental business as defined in State ex. rel. Newspapers v. Showers, 398 N.W.2d 154 (Wis.1987). You are specifically requested to refrain from forwarding or replying to all with regard to its contents, so as to avoid the possible walking quorum proscriptions, including those considered in State ex. rel. Lynch v. Conta 239 N.W.2d 313 (Wis. 1976). It is the author's motive and intent to comply with the overriding policy of the open meeting law - to ensure public access to information about governmental affairs.

VILLAGE OF WATERFORD

PUBLIC WORKS AND UTILITIES REPORT



For additional information: <http://www.waterfordwi.org>

Meeting Date: June 2019

Directors Report

Parks

Public Works(PW) has received the bids for the asphalt parking lot in Whitford Park. This is in tonight's packet.

Equipment

All equipment is running well.

Maintenance Program

With the help of our Utility Clerk, I have revamped the maintenance program. PW looks to start the Preventative Maintenance program again within the next week. Multiple items were removed and updated to match our current task load situation.

Water

Public Works had one main break and two service leaks in the last month. All have been fixed.

20/83 DOT Project

DOT is moving forward at a faster rate now that dry weather has started.

Flowers and Plantings

Public works has installed two planting boxes in the public lot next to Cafe 213. Both are currently planted with vegetables. PW has also replanted the walkway between Main St and the 2nd st parking lot. We have a few more areas to clean up in this location before we will be happy with it.

Summer Help

PW will have its summer help at full capacity starting the second week of June. This is a situation we face every year with seasonal help. With the wet spring, grass was growing faster than we had people to cut it when it was dry enough to cut.

Hydrant Flushing

PW has finished spring hydrant flushing. This will now give me two more operators to complete Village tasks instead of having them flush hydrants during the day.

Full Time Position

PW has made an offer to a perspective full time employee. I am currently waiting for the acceptance of the offer.

Weed Commissioner

Every year the springtime along with multiple rain storms causes a flurry of phone calls and emails from upset citizens regarding uncut lots. There is a process to follow than just going out and cutting the lots. This is an item some citizens do not understand. PW has a 10 day window and then the time frame of when the cutter can come in to cut the grass. When we are busy with uncut lots, the cutters are busy with their own accounts. This pushes the cut time out to 15 days and sometimes 20. I have made contact with one of the severe cases and I think we will see better results in the next few weeks. It was mainly an office communication issue on their end.

Respectfully submitted,

James T. Bergles
Director of Public Works & Utilities